

West Lafayette Community School Corporation

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TO: WLCSC Board of School Trustees

FROM: Dr. Shawn Greiner

DATE: February 29, 2024

SUBJECT: Board Priority Facilities: Transportation Center and WVEC Vacancy Planning

Given the recent notification of the vacancy by the Wabash Valley Education Center (WVEC) and request to discontinue the lease of the building, the Central Office district leadership team requests dialogue to determine next steps for the WVEC building and how this recent opportunity allows support in addressing the 2023-2024 Board Priorities. The Central Office leadership team recommends relocating the WLCSC Central Office to the current WVEC building and relocating the Transportation Office to a portion of the current Central Office building to meet one of the 2023-2024 Board Priorities. Having stated this, recent dialogue at the February board meeting suggests that some Board members would like to engage in further dialogue regarding the future use of each building. Until the Board supports a specific direction, our leadership team will pause future planning. If the recommendations by the Central Office leadership team are supported, the team will begin planning for the change of location for the Central Office to be housed at the current WVEC building, 3061 Benton St., West Lafayette, IN 47906 and the Transportation Office to be housed at the current Central Office building, 1130 N Salisbury St., West Lafayette, IN 47906.

The following points are what led to the recommendation of the Central Office leadership team:

- #1 ACADEMICS - Strategy #3: Explore implementation of a Pre-K pilot program.
- #3 FACILITIES - Strategy #3: Develop a plan for a possible transportation facility.

Here is the history leading us to this current recommendation:

- February 12, 2024 - Board Meeting: Resolution to terminate WVEC lease presented to Board. Members Wang and Yin express interest in preschool at WVEC facility.
- January 19, 2024 - Friday Notes: Central Office communicates to the Board that WVEC has confirmed a March 2024 vacancy. Communicates again that they are interested in moving the Central Office there for more space and to address the Board Priority related to a Transportation Office.
- January 17, 2024 - WVEC Tour: Central Office staff visit WVEC to assess for storage and meeting space needs.
- January 12, 2024 - Friday Notes: Board Meeting Resolution to Terminate WVEC Lease.
- December 8, 2023 - Friday Notes Notification to the Board that WVEC would like to terminate lease.

- November 3, 2023 - Friday Notes: Board updated that the WVEC Board approved the move and Central Office communicates interest in moving to WVEC location to meet transportation needs, the Central Office team communicated it would arrange tours for the Board members should there be interest in reviewing the site.
- October 27, 2023 - Central Office staff outlined the history of the building to the Board, explained WVEC's interest in terminating the lease and that we would review the process for lease termination.

We believe that #3 Facilities Priority, Strategy #3 will allow the Transportation Director to be in the vicinity of a majority of the Corporation's buses and allow for more space for Transportation Department meetings, training, etc. Regarding the possible new Central Office space, the boardroom could be housed in the new Central Office and the current board space could be freed up for other activities such as robotics, etc. The larger building with additional private office space will allow for more privacy when meeting with new hires or retirees/resignees to discuss payroll forms and benefits. We have outgrown our file storage needs. Space at WVEC will allow for the payroll specialist and benefits specialist to have dedicated storage space for files as well as a large space for historical file access.

While there was talk at the February board meeting regarding using the WVEC space as a preschool, this is not recommended at this time to fulfill priority #1 Academics, Strategy #3: Explore implementation of Pre-K Pilot Program. Instead, it is the recommendation that a Pre-K pilot program be considered in the elementary or intermediate building to further ensure proper oversight by a principal and to meet regulatory measures such as safety that are already in place in a school building. Our current schools also have playground equipment and serving kitchens onsite as well as libraries and other spaces that could be utilized by a preschool class. This allows for a quicker opportunity to seek and obtain Paths to Quality Level 3 or 4 status which is necessary for qualifying for On My Way Pre-K vouchers from the state.

We look forward to dialogue specific to the recommendation to move the Central Office to the soon-to-be vacated WVEC building which would open up space for a Transportation Department office.